

**City of Franklin Addendum No. 1 to**  
**Purchasing Office Solicitation No.: 2012-035 through 2012-037**

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1. Solicitation identified: This Addendum No. 1 applies to the following procurement:  
**performance upon demand of each of the following wastewater treatment laboratory contract services for a minimum of twelve (12) months: (A) industrial pretreatment sampling and testing, and Water Reclamation Facility influent and effluent testing (2012-035); (B) aquatic toxicity (biomonitoring) testing (2012-036); and (C) annual stream bioassay sampling, testing and identification (2012-037); each being bid independently.**

**Purchasing Office Solicitation No.: 2012-035 through 2012-037**

2. Notice to Bidders publication date: **May 10, 2012**
3. Solicitation release date: **May 11, 2012**
4. Deadline for optional submittal in writing of questions seeking to revise or clarify any aspect of this procurement solicitation: **May 17, 2012, 2:00 p.m. Central Time**
5. Addendum No. 1 release date: **May 21, 2012**
6. Bids submittal deadline and opening: **May 24, 2012, 2:00 p.m. Central Time**
7. Tentative date of release of City's tabulation of bids received and notice of intent to award: **June 8, 2012**
8. Tentative date of award: Meeting of Board of Mayor and Aldermen at which is tentatively scheduled to be awarded the selection of the lowest and best responsive and responsible bid: **June 26, 2012**

9. Addendum:

In reference to the City of Franklin's **May 11, 2012** Purchasing Office Solicitation No. 2012-035 through 2012-037 for the performance upon demand of certain specified wastewater treatment laboratory contract services, the City has been asked certain questions about the solicitation by one or more vendors who are potential bidders.

The purpose of this Addendum No. 1 is to provide to all vendors who are known or thought to be interested in responding to the referenced solicitation the City's responses to the questions that were asked prior to the deadline for questions seeking to revise or clarify any aspect of this procurement solicitation.

Please note that the submittal deadline and scheduled opening of all bids received remains unchanged and is:

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**May 24, 2012, 2:00 p.m. Central Time**

Below are the questions asked since the issuance of Addendum No. 1 and until the deadline for questions seeking to revise or clarify any aspect of this procurement solicitation, and the City's responses thereto:

Q1: We notice that none of the check boxes are checked on the document entitled "Insurance Requirements for contractors doing business with the City of Franklin, Tennessee." What are the City's insurance requirements for this procurement?

A1: Provision 16.c of the Instructions for Bidders pertaining to this procurement solicitation is hereby revised to read as follows:

Prior to award of the procurement by the City, the successful bidder (that is, the vendor who is recommended be awarded the purchase) shall provide one or more Certificate(s) of Insurance that meet(s) or exceed(s) the following insurance requirements:

Type of coverage		Limits of coverage	Certificate of insurance*
Automobile liability		\$1,000,000 combined single limit	certificate holder only
Commercial general liability	Premises/operations	\$1,000,000 per occurrence and \$2,000,000 annual aggregate	naming the City as an additional insured on certificate of insurance
	Products/completed operations	\$1,000,000 per occurrence and \$2,000,000 annual aggregate	
Workers compensation and employers liability		statutory limits	proof of insurance only
Professional liability (environmental testing)		\$1,000,000 combined single limit	certificate holder only

\*The successful bidder shall provide the City with a Certificate of Insurance that shall contain the provision that the City shall be given thirty (30) days written notice of any intent to amend or terminate by either the bidder or its insuring company. However, a ten (10) day notice is sufficient for cancellation due to non-payment of premium.

10. Acknowledge receipt of addendum: Bidders shall acknowledge receipt of this addendum on the Bid Submittal Form in the space to the right of the text on that form that reads, "Receipt acknowledged of any and all issued addenda to this solicitation."

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11. Questions: The deadline for optional submittal in writing of questions seeking to revise or clarify any aspect of this procurement solicitation has now passed. To ask questions of a procedural nature, please contact:

City of Franklin Purchasing Office  
Franklin City Hall, Suite 107  
109 3<sup>rd</sup> Ave. South  
Franklin, TN 37064  
[purchasing@franklinton.gov](mailto:purchasing@franklinton.gov)  
Tel: 615/550-6692  
Fax: 615/550-0079

12. Communication with City during procurement phase: Any questions about either the content of or the procurement process pertaining to this procurement solicitation should be addressed as described above. Until the procurement award has been made, vendors shall not communicate about either the content of or the procurement process pertaining to this procurement solicitation with any official, employee or other representative of the City except through the City's Purchasing Office. The City reserves the right to disqualify any vendor that initiates unauthorized communication with the City during the procurement phase.